

**TRANSPORTATION**

**Primary Agency:** Department of Transportation (DOT)

**Support Agencies:** Department of Resources and Economic Development (DRED)

Department of Safety – Marine Patrol

Department of Safety – Pupil Transportation

Department of Transportation – Aeronautics

Pease Development Authority (PDA)

**I. Introduction**

**A. Purpose**

To provide a coordinated response in the management of transportation needs.

**B. Scope**

This Emergency Support Function (ESF) provides for State transportation support including:

1. Management and coordination of transportation activities to support the efforts of State agencies and local jurisdictions.
2. Establishing priorities and/or allocating of transportation resources, processing of all transportation requests, managing air and marine traffic, determining the priority of highway repair, conducting damage assessment, and coordinating emergency management activities with local jurisdictions, State agencies, neighboring States, and provinces.
3. Processing and overall coordination of requests for State and local transportation support.
4. Obtaining transportation services and provides visibility of transportation assets into and out of impacted areas.
5. Assessing the damage to transportation infrastructure, analyzing the effects of the disaster on the regional and State transportation system, monitoring the accessibility of transportation capacity and congestion in the transportation system, and implementing management controls, as required.

6. Assisting in the design and implementation of alternate transportation services, such as mass transit systems, to temporarily replace system capacity lost to disaster damage.
7. Coordinating the clearing and restoration of the transportation resources.

Responsibility for transportation needs assessment and documentation rests with local emergency managers.

## **II. Situation and Planning Assumptions**

### **A. Situation**

The immediate use of the transportation system for response and recovery activities will most likely exceed the capabilities of local jurisdictions and the State, thus requiring assistance from the Federal government to supplement efforts.

### **B. Planning Assumptions**

1. A significant disaster will severely damage the transportation infrastructure. Most localized transportation systems and activities will be hampered by the damaged transportation infrastructure and disrupted communications.
2. The area/regional transportation infrastructure will most likely sustain damage. The damage, dependent upon the integrity of the transportation network, will determine the effectiveness and efficiency of the response and recovery efforts.

## **III. Concept of Operations**

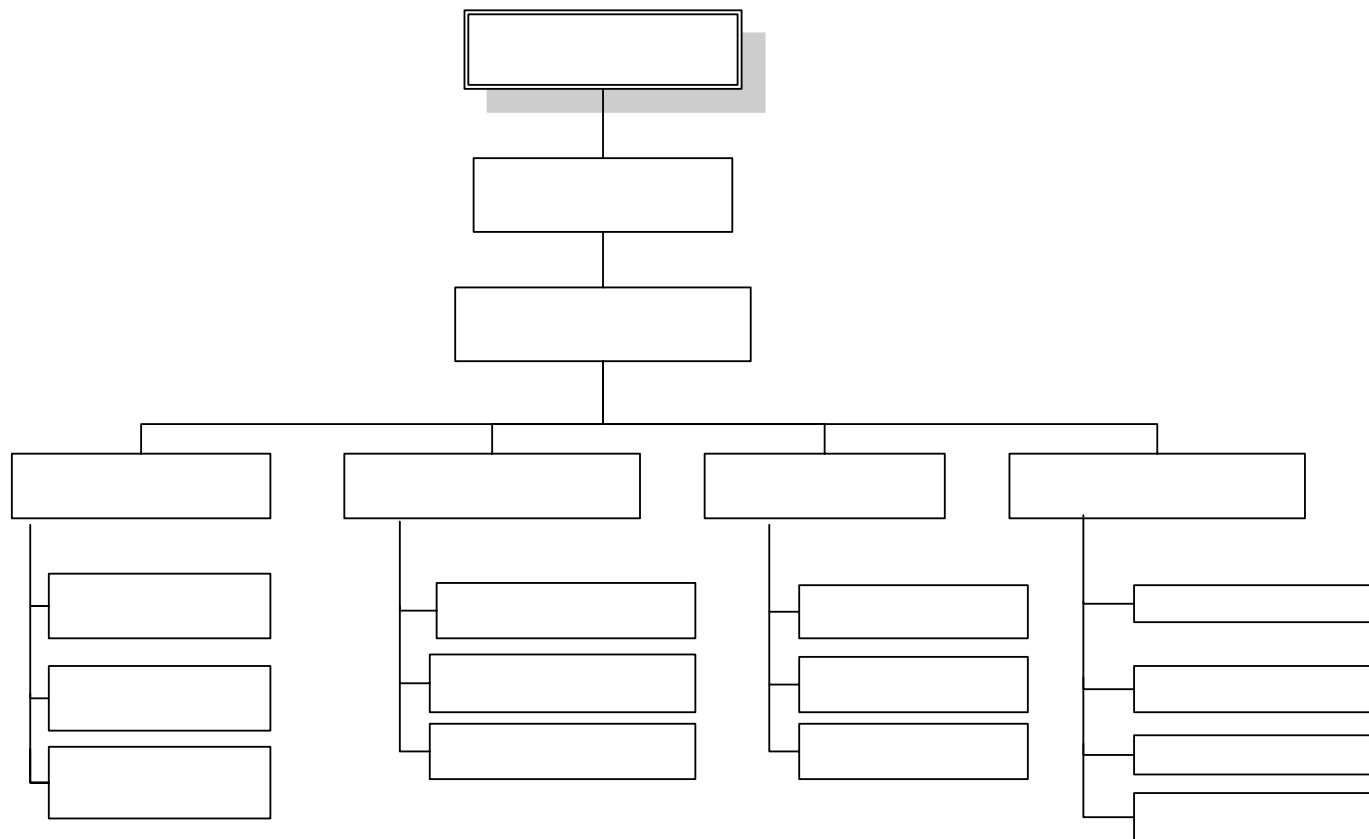
### **A. General**

1. In accordance with the New Hampshire Emergency Operations Plan (***State EOP***) and this ESF, the NH Department of Transportation (DOT) is responsible for coordinating transportation activities. The standard operating procedures/guides (SOPs/SOGs) established by DOT will provide the framework for carrying out these activities.
2. Support agency documents will be coordinated with DOT.
3. Requests for assistance will be forwarded to the State Emergency Operations Center (EOC). It is important that the DOT Dispatch Centers located at the District Offices maintain close coordination with the State EOC.

4. When transportation requests exceed the capability of the State, and with the approval of the Governor, DOT will coordinate transportation activities with the lead Federal Agency for Transportation under the Federal Response Plan (FRP).

**B. Organization**

1. The functional organization structure of this ESF is shown in **Figure 1-1, Functional Organization of Transportation**.



**Figure 1-1, Functional Organization of Transportation**

2. This ESF will be composed of a primary agency Coordinator and Assistants, as needed. Once the ESF is operational at the EOC it shall function under the direction and control of the EOC Operations Officer.
  - a. **Transportation Coordinator:** The primary function of this position is to coordinate and manage the responsibilities and functions of this ESF. Assist in planning activities related to response and recovery actions, and provide staff requirements.
  - b. **Evacuation Unit Leader:** Plans for and facilitates movement of evacuees from an impacted area.

- c. **Route Security Unit Leader:** Coordinates with Public Works and Engineering to ensure the safety and security of routes utilized following an incident.
- d. **Transportation Unit Leader:** Assesses transportation infrastructure capabilities and capacities.

3. ***Interagency Coordination***

Upon notification of an emergency requiring the activation of the EOC or other significant State response, the primary agency for Transportation will brief and consult with designated essential personnel, support agency representatives, and the Bureau of Emergency Management (BEM) Director or their designee to implement SOPs/SOGs in support of local transportation operations. That response may involve:

- a. **Other Emergency Support Functions (ESFs)**
- b. **State Agencies**
- c. **Non-State Agencies**
- d. **Federal Agencies**

4. ***Operational Facilities/Sites***

a. **District Offices/DOT Dispatch Centers**

- 1) District 1 – Lancaster\*
- 2) District 2 – Enfield
- 3) District 3 – Gilford
- 4) District 4 – Swansey
- 5) District 5 – Hooksett\*
- 6) District 6 – Durham

\* Districts 1 and 5 are staffed 24/7 year round.

C. **Notification and Activation**

- 1. Upon determination by the BEM staff of an impending or actual incident requiring evacuation capabilities or posing a significant threat to New Hampshire's transportation infrastructure, the Duty Officer or Operations Officer will request agency representatives to implement Transportation activities from the EOC.
- 2. Transportation may be activated at the request of an appropriate agency through the BEM when an emergency condition exists and requires the support of Transportation.

3. Upon activation the Transportation representative will implement existing SOPs/SOGs and support agency notifications.
4. Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making process.

**D. Emergency Response Actions**

1. The primary agency representative will establish operations at the EOC as soon as possible after the notification and activation of Transportation.
2. The EOC Liaison Officer or Operations Officer will brief the Transportation representative upon arrival.
3. Update support agency staff and monitor activities.
4. Determine transportation needs and available resources.
5. Maintain complete logs of actions taken, reports, and transportation resources needs and capabilities.

**E. Recovery Actions**

1. Once recovery efforts have been initiated, this ESF will assist, coordinate, and facilitate the transportation needs required to re-enter the affected areas. Those requirements will include personnel and vehicle capabilities.
2. Coordination with Public Works and Engineering may also be required to establish emergency access to an impacted area (e.g., building temporary roads into an affected area).

**F. Deactivation**

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the BEM Director. Full deactivation would occur at the termination of the operational elements at the EOC.

**IV. Roles and Responsibilities**

**A. Primary Agency – Department of Transportation**

Responsibility for transportation needs assessment and documentation rests with local emergency managers.

1. Staff the State EOC for coordinating transportation activities in support of the *State EOP*.

2. Develop and maintain a State Evacuation Plan.
3. Review information gathered by Information and Planning concerning the status of State transportation systems.
4. Coordinate and control emergency highway traffic regulations in conjunction with the NH State Police, NH National Guard, and the Federal Highway Administration.
5. Develop and maintain DOT SOPs/SOGs in support of the *State EOP*.
6. Maintain liaison with the Associated General Contractors of NH and the construction and equipment rental companies.
7. Conduct aerial reconnaissance and photographic missions, provided resources are available.
8. Provide graphics and editorial support, as requested.
9. Provide subject matter experts (SMEs) to support Public Information, as requested.
10. Coordinate requests for assistance with the USDOT Regional Emergency Transportation Coordinating Officer (RETCO) to provide support in accordance with the Federal Response Plan (FRP).
11. Identify transportation capabilities and needs to facilitate evacuation.
12. Maintain accurate accounting of transportation resources.
13. Process and coordinate requests for State and local transportation support.
14. Obtain transportation services and provide signage for transportation assets into and out of impacted areas.
15. Assess the damage to transportation resources, analyzing the effects of the disaster on the regional and State transportation system, monitoring the accessibility of transportation capacity and congestion in the transportation system, and implementing management controls as required.
16. Assist in the design and implementation of alternate transportation services, such as mass transit systems, to temporarily replace system capacity lost to disaster damage.
17. Coordinate the restoration of the transportation resources.

18. Develop and maintain transportation providers and develop Letters of Agreement.
19. Serve as a liaison between the transportation provider and EOC contacts with communities requiring transportation assistance.
20. Coordinate with local jurisdictions to obtain transportation needs assessment information.
21. Manage and coordinate transportation resources and activities to facilitate the efficient evacuation of at risk residents resulting from actual or impending emergencies beyond the capabilities of local jurisdictions.
22. Maintain communications with field operations, as necessary.
23. Coordinate with Public Works and Engineering for debris removal from evacuation routes.
24. Coordinate resources and provide support and agency representatives to Federal agencies, as required, in response to terrorist incidents/attacks.
25. Establish and maintain refueling capability during emergency operations for all State resources, as appropriate.
26. Prioritize resource requests and allocations, as needed.
27. Ensure that an Incident Action Plan is developed for each operational period and that it is coordinated with the EOC Operations Officer and Information and Planning.
28. Collect and maintain the following ESF status information and coordinate with Information & Planning to ensure inclusion into the Situation Report (SITREP):
  - a. Status of Air, Roadway, Waterways, and Railroad Networks, as appropriate.
  - b. Road Closures and Traffic Control Points.
  - c. Status of Bridges.
  - d. Status of Evacuation Routes.
  - e. Unmet Transportation Needs.
  - f. Allocated Transportation Resources.

- g. Status of Critical Facilities (i.e., fueling stations, communications center, fuel storage sites, operational sites, etc.).
- h. Major Transportation Issues/Activities.
- i. Staffing and Resource Shortfalls.

***B. Support Agencies***

***1. General***

- a. Provide operational support and resources, where appropriate, in support of the management of this ESF.
- b. Provide transportation support to other ESFs, as requested.
- c. Assess the State's transportation capabilities and resources.
- d. Provide periodic updates regarding agency activities and/or operations.
- e. Implement interagency agreements, as needed, to support Transportation activities/operations.
- f. Document all agency activities, personnel and equipment utilization, and other expenditures.

***2. Department of Resource and Economic Development***

Provide or coordinate access to Federal Excess Personal Property (FEPP), including transportation equipment.

***3. Department of Safety – Pupil Transportation***

- a. Coordinate the provision of buses and other transportation resources and supplies to support emergency operations.
- b. Provide personnel as drivers and in support of other operations.

***4. Department of Transportation – Aeronautics***

Coordinate air transportation support and evacuation.

***5. Pease Development Authority (PDA)***

Provide personnel and equipment to support transportation requirements involving marine emergencies.



**V. References**

**A. Plans**

1. The New Hampshire RERP
2. The Federal Response Plan, April 1999
3. NH Transportation Plan
4. NH Evacuation Plan
5. NH Traffic Control Plan

**B. Standard Operating Procedures/Guides (SOPs/SOGs)**

1. Transportation Coordinator Checklist
2. Transportation Activation and Deactivation SOG
3. Resource Request Procedures
4. Transportation Position Checklists
5. Transportation Alert and Notifications SOG

**VI. Attachments**

**A. Forms**

1. Chronological Event Log
2. Incident Report
3. Status Report
4. Message Form
5. BEM Emergency Shift Change
6. State Agency Emergency Shift Schedule
7. Federal / State Point of Contact Worksheet
8. Transportation Worksheets
9. Equipment Utilization Worksheets

NOTE: All forms are bound separately and are located in the State EOC.